

DMERC All Regions 837 and 835

EDI Enrollment Instructions:

- The billing provider must have an EDInsight customer account.
- The DMERC forms require an Authorized Signature. The signer's name must be on file with DMERC. One of the people authorized is most likely the provider. If you are not sure who from the provider's office is an Authorized Signer, contact the National Supplier Clearinghouse at 1-866-238-9652 to obtain names of persons authorized to sign on behalf of this billing provider's DMERC PTAN/Supplier Number.
- This payer requires the enrollment to be completed online.
- For assistance with this enrollment, refer to the [Guided Enrollment Instructions](#). Please read all instructions prior to completing this enrollment. If additional information is needed, please contact the CEDI Helpdesk at (866) 311-9184.
- Enrollment processing timeframe is approximately 10 days.

837 Claims Transactions and 835 Electronic Remittance Advice:

- Navigate to the payer's website at <https://www.ngscedi.com/web/ngscedi/home>.
- Under the "Enrollment" dropdown, select "CEDI Enrollment" and then click "Start Enrollment Process." Accept the Attestation.
- The "CEDI Enrollment Form" screen will appear. Choose "Supplier" then click "Next."
- Select "I want to allow a Clearinghouse to submit claims on my behalf" then click "Next."
- Complete all required fields under the "Supplier Information" and "NPI(s)/PTAN(s) Information" sections. Click "Add" after entering your NPI and PTAN.
- Select "Claims Submission," "Claims Status & Response," and "Payment Remittance Advice" within the "What Transactions will you Authorize for this Submitter?" section.
- Under the "Trading Partner Information" section, enter the following:
 - Action - Clearinghouse
 - Trading Partner ID - B08003310
 - Clearinghouse Contact First Name- EDI
 - Clearinghouse Contact Last Name- Enrollment
 - Email- pi-enrollment@waystar.com
 - Phone Number - 713-333-6000
- Once all required sections have been completed, check the box to agree to the terms and conditions. Then, enter your name and title and click "Submit."
- After the enrollment has been submitted, a confirmation message will appear that includes an assigned Packet ID (PID). You can print the packet or click "Finish and Exit."

Within EDInsight- Enrollment Manager-

Take Action on the enrollment record and add note with details of submission.

LOGON to EDInsight- Enrollment Manager

ADD or SELECT payer enrollment record for the payer.

CLICK [**ADD Action Taken**], Select **WEBENROLL "Enrolled on Payer website"**

ENTER Note to indicate...*Online enrollment submitted on MM/DD/YYYY with Packet ID # _____.*

(Please be sure to include the Packet ID (PID) received after submitting the online enrollment. The PID will be needed in order for PI Enrollment to follow up or make inquires regarding the status of the EDI enrollment request.)